



Practice Aptitude — QUIZ —

Aged Care



Practice Aptitude QUIZ

Part 1 – About this Aged Care Resource

Guidance

This Practice Aptitude Quiz is intended to be a general illustration of some of the key learning standards required of people attempting an Australian Apprenticeships entry level qualification in the Aged Care sector of the Community Services Industry.

This Practice Aptitude Quiz is neither a formal tool nor a direct pre-requisite for any job application.

The quiz focuses on literacy and numeracy questions contextualised to this specific industry.

The quiz can be used by a number of different organisations and people such as careers practitioners with young people, and Group Training Organisations and Job Services Australia providers with job seekers.

The Practice Aptitude Quiz can be:

- Used by careers practitioners with individuals or in a class setting to provide general guidance on the level of study involved in undertaking an entry level qualification in these industries;
- Provided to people to enable them to practice their skills before sitting an actual aptitude test;
- Used by Mathematics teachers as a guide to industry maths requirements at the entry point of this particular Australian Apprenticeship career path;
- Used by teachers as classroom based activities for students in Year 12 and VET Community Services centred studies.

This quiz does not cover aspects such as general knowledge or complex problem solving or reasoning skills.

The level of reading, writing and mathematical skills assessed by this Quiz is equivalent to that of a typical young person at Year 11 level.

Please note that rates quoted in this assessment for various items, including pay rates, are not meant to reflect today's values, but are used purely for mathematical purposes.

The quiz should be able to be completed in approximately 60 minutes.

Calculators may be used to complete this practice exercise.

Answers are located at the end of the quiz.



Practice Aptitude QUIZ

Aged Care Career, Occupational Information and Job Hunting Resources

Information and links on the Aged Care sector, careers, job prospects as well as career websites and job hunting resources can be found at www.aapathways.com.au/Industry

After the quiz

If you are still at school you should discuss any concerns you may have with your career practitioner. Further information may also be provided by employment service providers, an Australian Apprenticeship Support Network provider, a Group Training Organisation or a training provider.

Useful Contacts

Here are some links to job seeker support services:

- Search for your local Australian Apprenticeships Centre - www.aapathways.com.au/sps
- Find a local Group Training Organisation - www.grouptraining.com.au/Find/find_gto.html
- Employment service providers work with eligible job seekers to develop an individually tailored plan. The plan maps out the training, work experience and additional assistance needed to find job seekers sustainable employment - <https://jobsearch.gov.au/>



Practice Aptitude QUIZ

Part 2: The Quiz

Section 1 - Literacy, Reading and Comprehension

As an Aged Care Worker, you must be able to read and write reports accurately. Spelling, grammar and comprehension are therefore important skills to have in this occupation.

Complete the following questions:

Grammar

1. Circle the missing word for each of these sentences:

a. John enjoys working in Aged Care. His supervisor says, he is very...

karing

caring

carring

Careing

b. All Aged Care workers must follow workplace policies and...

proseedures

procedurs

procedure

procedures

c. Aged Care workers can help people to be positive about...

ageing

agging

aeging

agin

d. As people get older, their skin becomes thinner and can be easily...

dameged

damagged

damaged

demaged



Practice Aptitude QUIZ

2. Circle the most appropriate word to replace the word that is underlined:

a. In Aged Care, you will be expected to work independently and as part of a group.

team

Section

Colleagues

friends

b. Health and safety hazards can be minimised by enforcing good health and safety

prevented

deficient

eluded

reduced

c. Older people are all different and each person should be treated as an individual.

similar

equal

alternative

unique

d. Aged Care workers provide support to the elderly.

assistance

choices

knowledge

transport

Spelling

3. Circle the correct spelling of the following words:

a.

Reflective

Rephlective

Reflective

reflectiv

b.

Adminestration

Administrasion

Administration

Adminictrashin

c.

Individual

Endividual

Indeividual

Individual

d.

Privasy

Prevacy

Pryvacy

Privacy



Practice Aptitude QUIZ

Judgement and clear thinking

4

a. Arrange the following words in alphabetical order.

Independence	
Rights	
Personal	
Community	
Diversity	
Dignity	
Healthy	
Attitude	
Advocate	
Confidentiality	

b. The following procedure for washing hands is not in the correct order.

1. When soap has foamed, rinse well with water.
2. Dispose of the paper towel correctly.
3. Thoroughly wet hands with water.
4. Dry hands thoroughly using clean paper towel.
5. Use medicated hand wash and rub thoroughly over both hands for 20 seconds.

Rearrange the numbers in the correct order below.



Practice Aptitude QUIZ

Comprehension

5. Read the case study below and answer the questions that follow:

A Home and Community Assessor is at Mrs Sangi's home to assess her need for personal care assistance. Mrs Sangi is 80 years old. Both Mrs Sangi and her daughter Sunita are present at the assessment. The assessor watches Mrs Sangi lie down on the bed and then get up again. She does this quite well and safely, but it is safest if someone holds her wheeled walking frame in place for her.

The assessor talks to Mrs Sangi about getting undressed. She says she has difficulty lifting her arms over her head and often cannot get her nightgown off easily. She can use her frame to walk to the bathroom but needs assistance to get the water temperature correct, to step into the shower and she also needs reminding to hold the rails inside the shower.

There is a stool in the shower for her to sit on. She cannot raise her arms to wash her hair properly, but she can wash the rest of her body independently.

Once she has finished showering, she needs supervision when stepping out of the shower and also needs the bathroom chair in place. The bathroom chair should have one towel draped over the seat and another over the back. She cannot reach to dry her feet properly and cannot dry her hair. Once she is dry, she uses the frame to return to the bedroom and can dress independently if her clothes are laid out on the bed. She needs help to blow-dry and brush her hair. She occasionally needs help to do up zips and buttons that are high on the back, or to do up a necklace.

a. Who is Sunita?

b. How does Mrs Sangi get to the bathroom?



Practice Aptitude QUIZ

c. List at least four ways that Mrs Sangi needs help to shower.

Read the following text to answer questions 6, 7 & 8.

Aged Care Workers can work in a variety of settings as a:

- Personal Care Worker in an aged care facility; and a
- Home and Community Care Worker in the community in either:
 - a day setting where the elderly come to a facility or centre for a day of activities such as crafts and social activities; or
 - an 'in-home' setting where the elderly are assisted in their own homes with their daily living activities such as showering, dressing and with taking medications.

In these settings, you will be required to work with people who may have communication issues and may be suffering from dementia. The way that you communicate with them will be important so as to maintain their dignity, allow them to remain independent and to provide them with the care that they need without upsetting and confusing them.

The role of an Aged Care Worker can be very demanding and therefore in addition to providing the best care possible, you will also need to protect your own health and wellbeing. Aged Care Workers can run a high risk of back injuries. The greatest risk of back injury is when you are lifting, carrying and lowering things.

Ways to stop injuries when lifting include:

- Using equipment such as hoists or trolleys designed to carry a person or equipment like wheel chairs when residents have to be moved long distances;
- Lifting only as a last resort - the best option is NO lifting;
- Planning the move – think about how you will move the person before you do;
- Bending your knees;
- Keeping the object close to your body;
- Working with a partner;
- Lifting in small stages – for example floor to chair, then to table;
- Wearing appropriate clothing and shoes;
- Asking your supervisor if you are not sure how to lift a load.

Thinking about this information, please read the following scenarios and answer associated questions.



Practice Aptitude QUIZ

6. Scenario 1

You are working in an aged care facility, assisting in the care of several residents, including Mrs Hernandez. While you are in the activities room Mrs Hernandez asks you to help her out of her chair so she can go back to her room. She is insistent that she wants to leave the room immediately. All other careers in your area are busy.

Mrs Hernandez weighs 70kgs and you weigh 55kgs, so if you do help her the lifting will involve a high degree of strain on you. You realise that if you decide to help Mrs Hernandez on your own there is a risk that you will hurt your back and also that Mrs Hernandez may fall and incur an injury.

a. In this scenario, what should you do? Circle the correct answer.

- i. Immediately help Mrs Hernandez out of the chair on your own so that she can get back to her room quickly.
- ii. Ask another resident to help you get Mrs Hernandez out of the chair.
- iii. Ask Mrs Hernandez to wait while you ask your supervisor for direction on what to do in this situation.

b. The decision to lift on your own may have led to the following outcomes. Which of these outcomes is likely to have long term and serious effects? Circle the correct answer.

- i. You were able to get on to other tasks quickly.
- ii. After lifting you could feel pain in your back.
- iii. Mrs Hernandez was able to get back to her room quickly.



Practice Aptitude QUIZ

7. Scenario 2

Mrs Spinoza has recently been admitted into the Aged Care facility where you work. Her Care Plan sets out the detail of her personal and medical history and how any issues will be managed. You notice that Mrs Spinoza's Care Plan states that she is Italian and that she speaks few words of English.

From your contact with Mrs Spinoza you realise that she has few visitors, and that communication is very difficult between her and the staff providing care.

Mrs Spinoza rarely leaves her room to mix with the other residents, and when she does she does not talk with anyone. You often see her crying, and she can get aggressive when you try to assist her with personal care (showering, dressing and toileting).

From your observations she seems isolated, confused, scared and lonely in her new environment.

You provide this feedback to your supervisor and other carers agree with your thoughts. Together with your supervisor you organise a visit by an Italian interpreter that the facility has access to.

From the discussions held through the interpreter you are able to reassure Mrs Spinoza that the carers are there to support her everyday needs, and that she has access to various activities at the facility. You also agree on the use of several simple pictures to help communicate when daily activities such as meal times and therapy activities are happening. You also explain the use of a weekly 'calendar of events and activities' that the facility provides residents. You discover that Mrs Spinoza's favourite pastime is indoor bowls, and you talk about how to read those words on the calendar so that she can attend that activity.

You also start to learn from Mrs Spinoza and the interpreter some simple phrases of welcome in Italian that will help Mrs Spinoza feel more at ease in the facility.

a. Comprehensive information about a patient can be obtained from: (Circle the correct response)

- i. Gossip heard around the facility. ii. Care Plan. iii. The internet.

b. Name at least two of Mrs Spinoza's emotions that you observed in her new environment.



Practice Aptitude QUIZ

- c. Name at least two strategies developed to help communicate more effectively with Mrs Spinoza.

8. Scenario 3

Mr and Mrs Brown are under your care and you visit them once a week in their home to assist Mrs Brown to care for her husband. He is suffering from mild dementia and you know from reading Mr Brown's Care Plan that he has trouble remembering names, appointments and events such as birthdays.

To help in this situation, every time you visit Mr Brown you make sure that you introduce yourself and mention the purpose of your visit. You also wear a name tag with your picture and information on the organisation you represent.

During a visit Mrs Brown mentions that she is frustrated by Mr Brown's inability to remember things. You discuss some strategies that may assist the Brown's daily organisation, such as leaving a list of things to do on the fridge and circling important dates on a large calendar. You also offer Mrs Brown support and encouragement to remain patient in her role as a carer.

- a. List two strategies that help Mr Brown become accustomed to your weekly visit.

- b. List two strategies that help Mrs Brown manage her husband's mild dementia



Practice Aptitude QUIZ

Section 2 – Mathematical Questions

Numbers (Conversions, Estimation, Time)

1. Convert the following:

a. \$3.59	to cents	
b. 3000 cents	to dollars	
c. 175days	to weeks	
d. 104 weeks	to years	

2. Calculate the number of hours and minutes from 9 a.m. to 3.45 p.m.

3. Circle the best estimate of the answer for the following:

$$999 \times 89 =$$

- i. 89 ii. 8900 iii. 890 iv. 89000

$$6000 \div 27 =$$

- i. 20 ii. 300 iii. 3000 iv. 200

4. Write as a number:

a. Two thousand, one hundred and nine	=
b. Thirty six thousand and ninety three	=



Practice Aptitude QUIZ

5. Calculate the following:

a. $124 + 35$	=
b. $729 + 804$	=
c. $169 - 82$	=
d. $8043 - 249$	=

6. Multiply the following:

a. 6.79×10	=
b. 45×12	=

Problem Solving

1. You arrive at work at 8.30 a.m. and leave at 4.15 p.m. How long have you been at work?

Write your answer in the number of hours and minutes.

Hours =

Minutes =

2. You have been asked by nursing staff to monitor the fluid intake of an elderly resident.

What is the total fluid intake if the individual consumes the following fluids throughout the day? Provide your answer in litres.

200 mls of tea in the morning

300 mls of water

200 mls of tea for afternoon tea

150 mls of orange juice

250 mls of milk on a bowl of cereal

240 mls of soup

200 mls of beer

Total fluid intake = _____ litres



Practice Aptitude QUIZ

3. You are stock taking materials for your department. If you have 13 boxes of soap and each box contains 20 blocks of soap, how many blocks of soap do you have in total?

4. If you work for 35 hours a week and earn \$15 an hour, what will your earnings per week be before tax deduction?

5. A cleaning fluid must be diluted to a ratio of 1:4 with water before it can be used. If you have 200 millilitres (mls) of cleaning fluid, how much water will have to be added before you can use the fluid? Provide your answer in millilitres.

_____ millilitres

6. You have been given a large box of chocolates to share equally with each staff member in your team. If the box contains 60 chocolates and you have a total number of 15 staff, how many chocolates does each staff member receive?



Practice Aptitude QUIZ

Answers

Section 1 Literacy, Reading & Comprehension

1. a. caring b. procedures c. ageing d. damaged
2. a. team b. reduced c. unique d. assistance
3. a. Reflective b. Administration c. Individual d. Privacy
4. a.

Advocate
Attitude
Community
Confidentiality
Dignity
Diversity
Healthy
Independence
Personal
Rights

b. 3, 5, 1, 4, 2

5.
 - a. Mrs Sangi's daughter. b. She use her frame to walk to the bathroom. c. Adjusting the water to the correct comfortable temperature, Reminding her to hold the rails, Washing hair and Getting out of the shower.
6. a. iii. b. ii.
7.
 - a. ii. b. isolated, confused, scared, lonely
c. interpreter, pictures, introduce the facility's calendar of events, learn a few Italian phrases.
8.
 - a. introduce yourself at every visit, wear a name tag with a picture of you on it. b. list of things to do, calendar, maintain patience

Section 2 Mathematics Questions

1. a. 359 cents b. \$30.00 c. 25 weeks d. 2 years
2. 6 hours and 45 minutes
3. a. iv. 89,000 b. iv. 200
4. a. 2,109 b. 36,093
5. a. 159 b. 1,533 c. 87 d. 7,794
6. a. 67.9 b. 540

Problem solving

1. 7 hours and 45 minutes
2. 1.540 litres
3. 260 blocks of soap
4. \$525
5. 800 mls
6. 4 chocolates each



Practice Aptitude QUIZ

This Practice Aptitude Quiz was developed by



Australian Apprenticeships and Traineeship Information Service, which delivers the [Australian Apprenticeship Pathways](#) website, [MyGain](#) (YouTube channel) and [AusAppPathways](#) – Mobile App. The service provides sample Australian Apprenticeships job descriptions and links to more Australian Apprenticeships information and resources. The service is funded by the Australian Government, Department of Education and Training.



The Australian Centre for Career Education - www.ceav.vic.edu.au

The Australian Centre for Career Education is a state based peak association for career practitioners working in a range of educational settings. The ACCE provides membership, training and professional development aligned to the national standards for career practitioners. It also provides careers counselling to the general public and consultancy to industry and governments.

**For enquiries about this Practice Aptitude Quiz, contact
The Australian Apprenticeships and Traineeships Information Service on
1800 338 022.**